

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/30/02	James W Kapp	1.50	Prepare critical task chart pertaining to items arising from January 29, 2002, hearing and attend to issues re same (1.0); review January 29, 2002, hearing summary prepared by D. Carickhoff and attend to issues re same and telephone conference with D. Carickhoff re same (.5).
1/30/02	Janet Baer	0.20	Review outline from 1/29 hearing.
1/31/02	James W Kapp	0.20	Telephone conference with D. Carickhoff re preparation of orders pertaining to January 29, 2002, hearing.

Matter 32 - K&E Fee Application, Preparation of - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/02/02	Roger J Higgins	0.30	Attend to matters re October and November fee applications (.2); telephone conference with D. Carickhoff re same (.1).
1/04/02	Roger J Higgins	0.30	Attend to matters re filing certificate of no objection for October K&E fee application.
1/07/02	James W Kapp	0.40	Attend to issues re preparation of fee applications in accordance with revised interim compensation procedures.
1/07/02	Roger J Higgins	3.40	Attend to matters re October K&E fee application certificate of no objection (.4); compare proposed new matter numbers from amended order to existing K&E matter numbers (.7); prepare December fee application detail (2.3).
1/08/02	Roger J Higgins	1.00	Review and revise December K&E fee application detail.
1/09/02	Roger J Higgins	1.60	Review and revise K&E December fee application detail.
1/09/02	Sabrina M Mitchell	0.70	Review the December billing information.
1/14/02	Roger J Higgins	1.80	Review and revise December K&E fee application detail.
1/15/02	Roger J Higgins	0.60	Attend to matters re December K&E fee application detail (.1); review billing matters under Local Rules (.5).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/15/02	Sabrina M Mitchell	0.90	Review the December billing information.
1/16/02	Sabrina M Mitchell	0.10	Attend to matter re December fee application.
1/17/02	James W Kapp	0.60	Review and revise December 2001, fee application and attend to issues re same.
1/17/02	Roger J Higgins	0.10	Attend to matters re certificate of no objection for November fee application.
1/17/02	Sabrina M Mitchell	1.80	Review the December billing information.
1/18/02	James W Kapp	3.30	Review and revise monthly fee application and attend to issues re same (3.2); attend to issues re certificate of no objection for November fee application (.1).
1/18/02	Roger J Higgins	0.80	Attend to matters re filing of certificate of no objection for November K&E fee application (.3); attend to matters re December K&E fee application detail (.2); attend to matters re implementation of amended interim compensation order (.3).
1/22/02	James W Kapp	0.50	Review late time entries for December fee application and attend to issues re same.
1/22/02	Sabrina M Mitchell	2.10	Review the December billing information (1.4); create December fee application templates (.7).
1/23/02	Sabrina M Mitchell	3.40	Create the December fee application pleadings and exhibits.
1/24/02	Roger J Higgins	0.80	Review and revise December K&E fee application.
1/24/02	Roger J Higgins	0.80	Prepare list of comparable matter numbers from original K&E list to local rules list.
1/24/02	Sabrina M Mitchell	1.50	Create final version of fee application to be filed with the court (.9); prepare fee application for filing with the court and transmit the same to D. Carickhoff (.6).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/28/02	Roger J Higgins	2.30	Analysis of new matter numbers (1.3); draft memo to distribution on use of new matter numbers and other billing matters (.6); attend to matters related thereto (.4).
1/30/02	Roger J Higgins	0.80	Attend to matters re new billing matter numbers in proposed amended interim compensation order.
1/30/02	Sabrina M Mitchell	2.90	Create the quarterly fee application pleadings and summary.

Matter 33 - Lease Rejection Claims - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/02/02	Samuel A Schwartz	1.50	Telephone conferences with various attorneys and the client re lease rejection and assumption issues.
1/03/02	Samuel A Schwartz	1.30	Review and revision of the AREA Stipulation (.4); telephone conferences with the client re various lease rejection and assumption matters (.4); drafting of correspondence re same (.5).
1/07/02	Samuel A Schwartz	1.10	Negotiate the Toyota and Caterpillar motions (.4); draft correspondence re same (.4); telephone conferences with the client re same (.3).
1/08/02	James W Kapp	0.70	Attend to issues re American Real Estate pleadings.
1/08/02	Samuel A Schwartz	1.10	Telephone conferences with the client and opposing counsel re various executory contract and lease related matters (.6); attend to matters re same (.5).
1/09/02	Samuel A Schwartz	2.90	Negotiate the Toyota and Caterpillar stipulations (1.2); draft of correspondence re same (.5); telephone conferences with the client re same (.3); negotiate the Dragon Court stipulation (.6); telephone conferences with the client re same (.3).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/09/02	Roger J Higgins	1.30	Draft second extension of period to assume or reject leases.
1/10/02	James W Kapp	1.00	Review American Real Estate stipulation and attend to issues re same.
1/10/02	Samuel A Schwartz	3.10	Negotiate the Toyota and Caterpillar stipulations (.6); draft correspondence re same (.6); meetings re same (.2); review and revision of the American stipulation (.8); telephone conferences with B. Michaelson and the client re same (.6); attend to matters re same (.3).
1/11/02	James W Kapp	1.10	Review and revise motion to extend period to assume or reject leases and attend to issues re same (.7); address issues re rejection of particular leases (.4).
1/11/02	Samuel A Schwartz	3.80	Telephone conferences with the client re Acton and Dragon Court (1.5); review and revise the Dragon Court Stipulation (.5); negotiate the same with CMGI and American (1.2); draft correspondence re same (.6).
1/11/02	Roger J Higgins	1.00	Draft and revise second lease rejection period extension motion.
1/14/02	James W Kapp	0.50	Revise motion to extend lease rejection period and attend to issues re same.
1/14/02	Samuel A Schwartz	1.30	Telephone conferences with the client re Acton and Woburn case issues (.7); revise the Dragon Court lease (.2); telephone conferences with B. Michaelson and G. Shurter re same (.4).
1/14/02	Roger J Higgins	1.60	Revise second lease rejection period extension motion.
1/15/02	James W Kapp	1.20	Review motion extending period to assume or reject leases and attend to issues re same.
1/15/02	Samuel A Schwartz	0.80	Negotiate the Dragon Court Stipulation (.5); negotiate the Toyota Stipulation (.3).
1/15/02	Roger J Higgins	0.50	Revise draft motion to extend time to assume or reject.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/16/02	James W Kapp	0.40	Revise motion extending leases and attend to issues re same.
1/17/02	James W Kapp	0.40	Address issues re outstanding motions including MCNIC, Toyota, American Real Estate and Caterpillar.
1/17/02	Samuel A Schwartz	1.60	Negotiate the Dragon Court and Toyota Stipulations (.6); draft correspondence re Acton (.5); telephone conferences with the client re same (.5).
1/18/02	Samuel A Schwartz	1.00	Review and revise the Dragon Court stipulation (.5); telephone conferences with the client re same (.5).
1/22/02	Samuel A Schwartz	1.10	Negotiate the Dragon Court Stipulation (.4); telephone conferences with the client re same (.4); draft correspondence re same (.3).
1/23/02	James W Kapp	0.20	Attend to issues re General Elections motion to compel assumption or rejection of leases.
1/23/02	Samuel A Schwartz	2.00	Draft the Acton notice of removal (.6); research re same (.5); telephone conferences with the client and B. Michaelson re Dragon Court (.7); attend to matters re same (.2).
1/24/02	Samuel A Schwartz	2.10	Negotiate the Dragon Court lease (.4); draft the Acton Removal Papers (1.3); telephone conferences with the client re same (.4).
1/25/02	Samuel A Schwartz	2.70	Negotiate the Dragon Court stipulation (.8); review and revise of the Acton removal pleadings (1.4); telephone conferences with the client re same (.5).
1/26/02	James W Kapp	0.40	Review motion of GE to compel assumption or rejection of lease and attend to issues re same (.2); review stipulation between Toyota and Debtors and attend to issues re same (.2).
1/28/02	Samuel A Schwartz	0.80	Telephone conferences with G. Shuster and the client re the Dragon Court stipulation (.5); attend to matters re Acton removal notices (.3).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/31/02	Samuel A Schwartz	1.40	Telephone conferences with the client re enforcement of various executory contracts (.4); telephone conference re Dragon Court (.1); telephone conference re the Acton matter (.5) and draft correspondence re same (.4).

Matter 35 - Other Fee Applications - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/18/02	Samuel A Schwartz	1.00	Review various fee applications.

Matter 37 - Reorganization Plan/Disclosure Statement/Confirmation Issues - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/09/02	Roger J Higgins	1.60	Draft second exclusivity period extension motion.
1/14/02	James W Kapp	0.30	Attend to issues re extension of exclusivity period.
1/14/02	Roger J Higgins	1.10	Revise second extension motion (.3); legal research related thereto (.8).
1/15/02	James W Kapp	0.30	Attend to issues re extension of exclusivity period.
1/15/02	Roger J Higgins	1.80	Revise draft extension motion (1.0); attend to matters related thereto (.8).
1/16/02	Roger J Higgins	0.30	Revise exclusive period extension motion.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/17/02	James W Kapp	1.30	Revise motion to extend exclusivity period and attend to issues re same.
1/17/02	Roger J Higgins	0.50	Revise exclusivity period extension motion (.3); attend to matters related thereto (.2).

Matter 38 - Retention of Professionals/Fees - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/02/02	James W Kapp	0.90	Attend to issues re revisions of interim compensation of professionals revised order (.3); review and revise amended interim professionals order and telephone conference with D. Carickhoff re same (.6).
1/03/02	Samuel A Schwartz	1.30	Telephone conferences with various professionals re payment and retention issues (.8); draft correspondence re PwC retention pleadings (.3); attend to matters re same (.2).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/04/02	James W Kapp	0.60	Telephone conference with C. Finke re Steptoe retention and attend to issues re same.
1/04/02	James W Kapp	0.20	Attend to issues re ordinary course professional transactions.
1/04/02	James W Kapp	0.30	Attend to issues re potential appointment of a fee examiner.
1/04/02	Samuel A Schwartz	1.80	Telephone conferences with C. Finke and M. Brown re payment and retention issues (.6); attend to matters re same (.2); telephone conferences with various professionals re payment and retention issues (1.0).
1/07/02	Samuel A Schwartz	1.70	Telephone conferences with various professionals and the client re payment and retention issues.
1/07/02	Sabrina M Mitchell	0.10	Retrieve interim compensation correspondence.
1/09/02	James W Kapp	0.80	Review amended administrative order for payment of professionals and telephone conference with D. Carickhoff re same (.6); attend to issues re payment of Holmes Roberts (.2).
1/09/02	Samuel A Schwartz	1.60	Review and revision of the supplemental Steptoe Affidavit (.8); telephone conferences with the client re payment of professional's fees and quarterly reports (.2); attend to the finalizing and filing PwC retention pleadings (.6).
1/10/02	James W Kapp	0.30	Address issues re appointment of fee examiner and telephone conference with M. Zaleski re same.
1/10/02	James W Kapp	0.50	Review and revise Steptoe supplemental affidavit and attend to issues re same.
1/10/02	Samuel A Schwartz	4.20	Review and revise the Steptoe Affidavit (.4); attention to filing of same (.4); review and analysis of the professionals quarterly report (1.2); attention to the filing of the same (.5); review and analysis of various fee applications (1.7).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/14/02	Samuel A Schwartz	1.10	Telephone conferences with the client and various professionals re payment and retention issues (.8); drafting of correspondence re the PwC retention (.3).
1/15/02	James W Kapp	1.00	Telephone conference with M. Shelnitz and B. Tarola re retention of PriceWaterhouseCoopers.
1/15/02	Samuel A Schwartz	0.70	Telephone conferences with the client re the PwC retention (.5); attend to matters re same (.2).
1/16/02	James W Kapp	0.20	Review correspondence re appointment of fee examiner and attend to issues re same.
1/16/02	Janet Baer	0.40	Review letter from K. Kinsella and retention papers re fee issues and confer with K. Kinsella re same.
1/16/02	Sabrina M Mitchell	0.10	Retrieve and duplicate Kinsella retention motion and order.
1/18/02	James W Kapp	0.40	Attend to issues re Kinsella retention and possible amendment of agreement.
1/18/02	James W Kapp	0.20	Attend to issues re revised interim compensation order.
1/18/02	Samuel A Schwartz	0.80	Telephone conferences with the client re retention and payment issues.
1/21/02	James W Kapp	0.30	Review W. Sparks correspondence re amended professional compensation order and attend to issues re same (.2); attend to issues re Steptoe retention (.1).
1/21/02	Samuel A Schwartz	1.80	Telephone conferences with the client and various professionals re payment, retention and conflicts related matters.
1/22/02	Samuel A Schwartz	0.70	Telephone conferences with A. Krieger, M. Zaleski and J. Stegenga re the PwC retention application.
1/23/02	James W Kapp	0.20	Attend to issues re inquiries concerning PWC retention.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/23/02	Samuel A Schwartz	1.00	Drafting of correspondence to A. Krieger and M. Zaleski re the PwC retention (.5); review of various OCP Affidavits (.5).
1/23/02	Janet Baer	0.30	Confer with K. Kinsella re status of bar date, expenses and her retention issues.
1/23/02	Janet Baer	0.50	Attend to matters re fee examiner issues.
1/24/02	James W Kapp	3.40	Review precedent re fee examiners in preparation of speaking piece re same and prepare portions of same.
1/24/02	Samuel A Schwartz	3.70	Review and revise the Debtors' opposition to the appointment of a fee auditor (1.7); research and analysis re same (1.4); meetings re same (.6).
1/25/02	Samuel A Schwartz	1.90	Review and revision of the fee examiner talking points memorandum (1.4); attend to matters re same (.5).
1/25/02	Janet Baer	0.80	Review correspondence re fee examiner issue and confer internally re same (.3); prepare correspondence re Kinsella fee issues (.5).
1/26/02	James W Kapp	0.30	Prepare correspondence re A. Krieger's suggested revisions to interim compensation order.
1/28/02	James W Kapp	0.40	Review memorandum re changes imposed by new administrative order and attend to issues re same.
1/29/02	Janet Baer	0.60	Revise letter on Kinsella fees (.4); review Kinsella draft affidavit (.2).
1/30/02	James W Kapp	0.60	Prepare correspondence re amended interim fee compensation order issues arising from January 29 2002, hearing (.2); prepare correspondence re Judge Fitzgerald's modifications to the Steptoe retention order (.4).
1/30/02	Samuel A Schwartz	0.80	Telephone conferences with the client and various professionals re payment and retention issues.
1/31/02	James W Kapp	0.90	Review Trustee objection to PriceWaterhouseCoopers retention application and attend to issues re same.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/31/02	James W Kapp	0.10	Review expert retention order and motion in connection with Property Damage Committee application to retain experts.
1/31/02	Samuel A Schwartz	1.00	Telephone conferences with various attorneys and the client re payment and retention issues (.5); attend to the filing of the revised OCP exhibits (.5).
1/31/02	Janet Baer	0.30	Review expert order and confer with counsel re same.

Matter 39 - Schedules/Statement of Financial Affairs - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/03/02	Samuel A Schwartz	0.20	Review schedules and statements.
1/03/02	Sabrina M Mitchell	0.70	Review schedule F.
1/04/02	Samuel A Schwartz	0.50	Attention to the amendment of the schedules and statements.

Matter 41 - Tax Matters - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/04/02	Samuel A Schwartz	0.90	Telephone conferences with S. Ahern and C. Finke re Belgian tax matters (.7); meetings re same (.2).

Matter 42 - Travel - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/02/02	David M Bernick, P.C.	2.50	Travel to Pittsburgh (billed at 1/2 time).
1/03/02	David M Bernick, P.C.	3.00	Travel to hearing (billed at 1/2 time).
1/11/02	David M Bernick, P.C.	2.00	Travel to hearing (billed at 1/2 time).
1/15/02	Andrew R Running	2.50	One-half of travel time to Wilmington, Delaware for T. Egan interview and to Washington, D.C. for D. Rourke meeting.
1/16/02	David M Bernick, P.C.	1.30	Travel to meeting (billed at 1/2 time).
1/16/02	David M Bernick, P.C.	1.50	Return travel to Chicago (billed at 1/2 time).
1/16/02	Andrew R Running	2.10	One-half of travel time from Washington to Chicago for D. Rourke and J. Hughes meeting.
1/29/02	David M Bernick, P.C.	3.50	Travel to and from hearing in Pittsburgh (billed at 1/2 time).
1/31/02	David M Bernick, P.C.	1.50	Travel to Newark for a meeting with Judge Wolin (billed at 1/2 time).

Matter 46 - IRS Tax Litigation - Fees

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/02/02	Todd F Maynes	0.80	Draft correspondence to C. Finke re tax issues.
1/02/02	Pratibha J Shenoy	6.80	Draft memorandum on employee's tax home.
1/03/02	Natalie H Keller	1.80	Check status of Motion to Lift Stay and draft correspondence to C. Finke re same (.4); review and revise memoranda on tax homes and itinerant workers (1.4).
1/03/02	Pratibha J Shenoy	6.00	Draft memorandum discussing itinerant workers issues.
1/04/02	Natalie H Keller	1.20	Review and revise research memoranda on tax homes and itinerant workers.
1/04/02	Pratibha J Shenoy	5.30	Legal research on itinerant workers issue and attend to matters related thereto.
1/07/02	Natalie H Keller	1.00	Conference call with R. Stewart re status report (.2); check on status of Motion to Lift Stay (.2); review and revise status report (.6).
1/07/02	Todd F Maynes	0.50	Review memorandum re away from home cases.
1/07/02	Pratibha J Shenoy	4.80	Revise memorandum re employees' tax homes.
1/08/02	Natalie H Keller	1.80	Review and revise research memoranda re itinerant workers and tax homes.
1/08/02	Pratibha J Shenoy	5.50	Revise memorandum re status of itinerant employees (5.0); attend to matters related thereto(.5).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/09/02	Natalie H Keller	3.40	Review and revise research memoranda re itinerant workers and tax homes (1.5); discuss case strategy with P. Shenoy (1.5); attend to matters related thereto (.4).
1/09/02	Todd F Maynes	2.00	Revise research memoranda re away from home cases.
1/09/02	Pratibha J Shenoy	5.00	Research re status of itinerant employees (2.0); research re tax homes (.9); attend to matters related thereto (2.1).
1/10/02	Natalie H Keller	0.30	Attend to matters re sampling of RIQs.
1/10/02	Todd F Maynes	1.30	Revise memorandum re away from home materials.
1/10/02	Pratibha J Shenoy	6.50	Review memoranda on itinerant workers and tax homes (4.3); review documents re plan for survey of client's employee Residence Information Questionnaires and attend to matters re same (1.7); prepare file of cases and other sources cited in memoranda (.5)
1/11/02	Natalie H Keller	0.20	Attend to matters re RIQ sampling form.
1/11/02	Todd F Maynes	0.80	Review tax home memorandum (.3); telephone calls with R. Stewart re same (.5).
1/11/02	Pratibha J Shenoy	1.50	Finalize survey protocol and discuss survey methods with K. Dalton for review of client's employee Residence Information Questionnaires, monitor progress of survey (.9); telephone conference wit Rob Stewart re same (.6).
1/14/02	Natalie H Keller	0.70	Conference call with R. Stewart re RIQ issues (.5); conference call with C. Finke re case tax issues (.2).
1/14/02	Todd F Maynes	1.00	Telephone calls with R. Stewart re RIQ issues (.5); review memoranda re RIQ issues (.5).
1/14/02	Pratibha J Shenoy	1.90	Discuss progress of survey of Residence Information Questionnaires completed by client's employees with K. Dalton (.3); participate in telephone conference with R. Stewart (.5); draft letter to R. Stewart re clarification of government position in litigation (1.1).

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/15/02	Pratibha J Shenoy	0.80	Prepare for and participate in telephone conference with L. Fine re status of documents and status of draft Joint Stipulation of Facts (.5); attend to matters re telephone conference (.3).
1/16/02	Todd F Maynes	1.00	Review memoranda re tax homes and itinerant workers (.6); review joint status report (.2); review court order lifting stay (.2).
1/16/02	Pratibha J Shenoy	3.80	Research employee travel expense reimbursement plan.
1/17/02	Natalie H Keller	3.30	Review order lifting stay (.2); review Appendix G requirements (.4); conference calls with R. Stewart re joint status report (.4); prepare joint status report (.5); review research memorandum employee travel expense reimbursement plan (1.8).
1/17/02	Pratibha J Shenoy	6.20	Draft memorandum re employee travel expense reimbursement plan.(3.4); attend to matters re joint status report (.5); research Appendix G of Rules of Court of Federal Claims to determine procedure re obtaining briefing schedule from Court (.5); obtaining copies of items on claims court docket sheet(1.8).
1/18/02	Natalie H Keller	0.70	Revise joint status report (.4); conference call with R. Stewart re same (.3).
1/18/02	Todd F Maynes	1.00	Review regulations re per diem issues.
1/21/02	Todd F Maynes	2.00	Prepare and revise employee travel reimbursement memorandum.
1/22/02	Todd F Maynes	0.80	Review foreign tax credit issue.
1/22/02	Pratibha J Shenoy	2.00	Revise memorandum re employee travel expense reimbursement plan.
1/23/02	Todd F Maynes	0.50	Tax planning re foreign tax credits.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/23/02	Pratibha J Shenoy	7.70	Draft memorandum on employee travel expense reimbursement plan.
1/24/02	Natalie H Keller	5.00	Review employee reimbursement memorandum (1.5); attend to matters re same (1.0); review prior court filings in case (.3); review protest (1.0); review cases re per diem (1.2).
1/24/02	Todd F Maynes	0.50	Review of CCHP memoranda.
1/24/02	Pratibha J Shenoy	7.00	Review items on claims court docket sheet (1.0); revise memorandum on overview of case strategy (1.0); revise employees' tax homes memorandum (2.0); revise itinerant employees memorandum (2.0); revise employee travel expense reimbursement plan memorandum (1.0).
1/25/02	Natalie H Keller	0.50	Review employee travel expense reimbursement plan memorandum (.4); review authorities cited in same (.1).
1/25/02	Pratibha J Shenoy	3.20	Revise employee travel expense reimbursement plan memorandum.
1/28/02	Natalie H Keller	3.80	Review protest, RAR and legal authorities on lodging issue (2.0); attend to matters re case strategy for same (1.0); review draft stipulation of facts (.8).
1/28/02	Todd F Maynes	0.80	Revise employee travel expense reimbursement plan memorandum.
1/28/02	Pratibha J Shenoy	3.30	Revise employee travel expense reimbursement plan memorandum (2.3); attend to matters re case strategy and applicability of pattern of abuse under Treasury Regulation Section 1.62-2(k) (1.0).
1/29/02	Natalie H Keller	1.30	Review final joint status report and send to client (.2); view and revise memorandum on employee travel expense reimbursement plan (.8); attend to matters re same (.3).
1/29/02	Todd F Maynes	1.50	Revise employee travel expense reimbursement plan memorandum.

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Description</u>
1/29/02	Pratibha J Shenoy	5.60	Revise employee travel expense reimbursement plan memorandum (4.7); attend to matters re same (.9).
1/30/02	Natalie H Keller	0.20	Review revised employee travel expense reimbursement plan memorandum.
1/30/02	Todd F Maynes	2.00	Revise away from home memorandum.
1/30/02	Pratibha J Shenoy	1.30	Revise employee travel expense reimbursement plan memorandum (.4); prepare exhibits for final version thereof (.9).
1/31/02	Natalie H Keller	0.30	Attend to matters re sampling of RIQs.
1/31/02	Todd F Maynes	1.00	Revise employee reimbursement memorandum.
1/31/02	Pratibha J Shenoy	1.40	Review summaries of Residence Information Questionnaires (completed by client's employees from 1993-1995) (1.0); attend to matters related thereto (.4).